

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:		17/6/20		Prepared by:		T. Shasik	
PO/WO no.		67882		PO / WO Date.		10/6/20	
Supplier Name		Venkatesh Sathy		PO/WO amount		1120	
Firm/Company		MVRCL		Project		Im-120	
Sl. No.	Bill No.	Bill Date	Bill amount				
1.	104	11/6/20	1120				
2.							
3.							
4.							
Amount A – Bills total(Excluding Transport & Hamali Charges):			1120				
Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN			
1.			80009	☒ Yes ☐ No			
2.				☐ Yes ☐ No			
3.				☐ Yes ☐ No			
4.				☐ Yes ☐ No			
Amount B –Other Credits :-			-				
Amount C –Other Debits :-			-				
Amount D (D=A+B-C) – Amount to be credited to the supplier:			1120				
Amount E – PO / WO value:			1120				
Amount F – Difference (A – E):			-				
Quantity received as per PO /WO			☒ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)				
Is difference between PO / Bill acceptable?			☐ Yes ☐ No (explained below)				
Excess / short material received			☐ Approved – within acceptable limits ☐ No (explained below)				
Close PO / W?O			☒ Yes ☐ No – wait for balance material ☐ No (explained below)				
Advance paid / PDC given (deduct when paying)			☐ Yes – Rs. ___/- ☒ No				
Payment – due date			19/6/20				
Remarks:							
Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:							
Date	17/6/20						

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

TAX INVOICE

Ph: 040 - 27842572

Cell: 9849360076

VENKATARAMANA STATIONERY AND BINDING WORKS

Note Books, Registers, Account Books, Stationery & Xerox Paper Etc. Available

#1-5-85, General Bazar, Secunderabad - 500 003. Email: venkataramana.bindingworks@gmail.com

To
M/S. CIV Research center Pvt LTD

Order No 67882

Date 11/6/2020

Delivery Challan No

Date

Bill No.

104

Date

GSTIN 36AAHCG4562D12P

SI No	PARTICULARS	HSN Code	Qty	Rate	12% GST	18% GST	0% -5% GST	Amount Rs. Ps.	
1	Pen Drive		2	500	1000				
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

INWARD	
Inward No: 1459	Dt: 15-06-20
MRN No: 86008	Dt: 15/6/20
Received By:	Sign:
G.V. RESEARCH CENTERS PVT. LTD.	

Rupees.....

Total 1000

SUB Total

CGST 60

SGST 60

Grand Total 1120

1120

Receiver's Signature & Seal

GSTIN: 36AEJPP5811M1Z2

Terms & Conditions

Goods once sold will not be taken back

Interest @2%p.m. if not paid within 30 days time

Subject to Secunderabad Jurisdiction.

COSMOS CO-OP BANK LTD. M.G. Road, Secunderabad.

/ NEFT CODE COSB0000069 A/C No. 069100102707

For: VENKATARAMANA STATIONERY AND BINDING WORKS

Signature

Purchase Order

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10-06-2020 17:30:50



67882

03.06.20 12:48:14

From Company : **G V Reserch Centers Pvt Ltd**
5-4-187/3&4, II nd Floor, Soham Mansion, MG Road, Secunderabad-50
G S T No. : 36AAHCG4562D1ZP

Supplier Details

Venkatramana Stationery & Binding works
1-5-85, General Bazar, Sec-Bad -500 003.

GSTIN 36AEJPP5811M1Z2

27842572

9849360076

Doc No	67882	163038
Doc Date	10-06-2020	
Quote No	Nil	
Quote Date	10-06-2020	
SupplyType	Supply	

Kind Attn : Mr. Prathap

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 3518 - Computers and Peripherals - Pen Drive - other - nos	2.00	500.00	0.00	12.00	1,120.00
Total Order Value . . .					1,120.00

Rupees : One Thousand One Hundred Twenty Only.

Terms and Conditions :-**Specification / Brand** As per details given in the quotation.**Payment Terms** After Delivery & Production of bill**Tax** Inclusive of all taxes**Delivery Date** Next Day.

Delivery Location Innopolis
Sy no-542, Genome Valley, Thurkapally, Hyderabad, Telangana
Phone. 9502211011

Penalty For Delay Nil**Transportation Cost** Transport cost shall be borne by us**Warranty** Nil**Advance Paid** Nil

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for GVRC site Biometric machine purpose.

Completion Date Nil**Measurment** Nil**Security** Nil**Remarks**For **G V Reserch Centers Pvt Ltd**

Authorised Signatory

Name : 11/06/2020

Accepted the above Terms And Conditions

For **Venkatramana Stationery & Binding works**

Name : _____

Date : ___/___/___

Company Name:	GVRC	Date:	06.06.2020
Site & Phase :	Innopolis	Time:	17.30
Supplier		Req. No.	163038
Material required before date:	12.06.2020	ID No.	57515

No	Description	Size	Quantity	Units	Inward No	Date
1	Pen drive	-	02	Nos		
2						
3						
4						
5						
6						
7						
8						
9						
10						

Remarks: - For Bio Metric Machine Purpose

Prepared By	Harini	Approved by
Sign.& Date	06.06.2020	Sign. & Date

